



## STATE OF HAWAII

### Enhanced 911 Board Meeting

Wednesday, July 15, 2015  
Kalanimoku Bldg., Room 322B  
1151 Punchbowl St., Honolulu  
9:00 am to 12:00 noon

### Meeting Minutes

**Board members present:** Paul Ferreira (Chair), Roy Irei, Mark Begley, Michael Otsuji (CIO Designee), Ryan Freitas, John Jakubczak, Thalia Burns and Mark Wong.

**Board members absent:** Steven Schutte, Jeff Riewer, Kiman Wong and Lisa Hiraoka (Consumer Advocate Designee).

**Staff members present:** Courtney Tagupa, Stella Kam, and Kerry Yoneshige.

**Guests:** Eric Butler (Pictometry), Travis Ing (HawPD), Dean Rickard (MPD), Eleni Papakiristis (HT), Kenison Tejada (APCO/NENA Pacific Chapter), Lavina Taovao (MPD), Tony Ramirez (Akimeka), Bonnie Young (MPD), Diane Chun (ESD), Ahlan Leong (HPD), Wayne Hiras (Sandwich Isle), Clement Chan (DIT), and Alan Nagata (HPD).

#### **I. Call to Order, Public Notice, Quorum**

- a. The Board Chair called the meeting to order at 9:50am.
- b. Quorum was present.

#### **II. Public testimony on all agenda items**

- a. The Board Chair asked if anyone in attendance who wishes to provide public testimony on any agenda items to please come forward; no one came forward.

#### **III. Introductions**

- a. The Board Chair requested introductions of all in attendance.

#### **IV. Review and Approval of Last Month's Meeting Minutes**

- a. Ryan Freitas motioned to approve, with amendments, the minutes of the June 9, 2015 Board meeting. The motion was seconded and approved by voice vote.

#### **V. Committee Updates by Committee Chairs**

- a. Communications Committee – Steven Schutte – no updates from what was originally reported.

- i. Acknowledgment of new & returning committee members.
  - ii. 2015 Legislative Investigative Committee – Paul Ferreira
    - 1. Acknowledgment of new committee members.
- b. Technical Committee – Thalia Burns – No updates from what was originally reported.
  - i. Acknowledgment of new & returning committee members.
  - ii. Investigative Regulatory Committee – Marshall Kanehailua
    - 1. Acknowledgment of new & returning committee members.
  - iii. FCC updates
  - iv. Oahu PSAP Technical Issues update
  - v. Text-2-911 update
  - vi. Others
- c. Finance Committee – Kiman Wong
  - i. ***The Finance Committee meeting could not convene due to lack of quorum.***

## **VI. Executive Director's Report**

- a. Courtney Tagupa provided an Executive Director's report to the Board on tasks completed, started and tasks forecasted to be started in the immediate future.

## **VII. PSAP Status Updates- No updates from originally reported.**

- i. Kauai – Mark Begley
- ii. Oahu – Alan Nagata
- iii. Molokai – J. Jakubczak
- iv. Maui – J. Jakubczak
- v. Hawaii – Paul Ferreira

## **VIII. Items for Discussion, Consideration and Action**

- a. 911 Timeline update - any timeline updates should be sent to Courtney Tagupa.
- b. Approval for appointment of Executive Director to state position authorized under ACT 178, SCH 2015.
  - i. The Board Chair stated that the governor signed HB 894 which allowed the Board to hire state employees to cover the Executive Director and Administrative Support positions. This process was started by the Board during 2014 and the Executive Director was selected and hired under a RCUH contract and now the position can be converted into a state position and in addition, there will be a need to identify a selection committee for the hiring of an administrative services assistant.
  - ii. The Board Chair also recommended that there will be evaluations of the Executive Director's performance after 3 and 6 months beginning July 1, 2015 and an annual evaluation thereafter. The communications committee chair, Steven Schutte, will be responsible for the formation of the ED performance committee with input from the Board and committees.

- iii. Roy Irei and Kerry Yoneshige commented that the procurement knowledge and experience of the Executive Director will be advantageous to the Board when the transition is completed.
- iv. Mark Begley motioned to approve the conversion of the Executive Director position to a state employee and identify a selection committee for the hiring of an administrative services assistant. In addition the communications committee chair will be responsible for the formation of an ED performance evaluation committee with input from the board and committees. The motion was seconded and approved by voice vote without discussion.

c. Request for approval:

- i. HawPD -- Imagery Licensing Agreement FY2015 HawPD \$626.4K
- ii. HawPD – Imagery Licensing Agreement FY2016 HawPD (\$300.0K).
  - 1. Chief Ferreira stated that there was an error in the HawPD Strategic Budget Planning process which caused the budget for the Imagery License Agreement to be understated. Chief Ferreira is asking the Board for an additional \$626.4K of FY2015 funding from HawPD's approved \$300k funding for FY2015. As a partial offset to this request, HawPD will reduce their FY2016 approved imagery license budget by \$300k to allow for Board emergency funding should the need arise. The additional \$626K request has been encumbered for FY2015. Chief Ferreira advised the Board that this request did not go through the Finance committee for review due to lack of quorum.
  - 2. Mark Begley motioned to approve the additional HawPD funding of \$626.4k for FY 2015. The motion was seconded and approved by voice vote.

iii. APCO Conference (August 16 – 20, 2015) Wash.DC

- 1. HPD (2 + 1 Board member) - \$10,500
- 2. MPD (2) - \$7,000.
- 3. KPD (2) - \$7,000.
- 4. HFD (1) - \$3,000.
- 5. The Board Chair noted that the Finance Committee did not review the request due to lack of quorum.
- 6. Roy Irei motioned to approve the abovementioned amounts and headcount for attendance at the APCO Conference. The motion was seconded and approved by voice vote.

d. Others.

- i. The Board Chair advised the Board that Jeff Riewer was involved in a motorcycle accident but is on the mend and will be out for about 2 months.

## IX. Announcements

a. Meeting dates (9am – 12noon).

- i. Thursday, August 13, 2015 (Combined meeting)
- ii. Thursday, September 10, 2015 (Combined meeting)
- iii. Thursday, October 8, 2015 (Combined meeting)
- iv. Thursday, November 12, 2015 (Combined meeting)
- v. Thursday, December 10, 2015 (Combined meeting)

b. Others

**X. Open Forum: Public comment on issues not on the agenda for consideration for Board agenda at the next meeting.**

- i. The Board Chair invited those in attendance who wish to provide public comment on issues not on the agenda for consideration for the Board agenda at the next meeting to please come forward: no one came forward.

**XI. Executive Session: HRS 92-5(a) (4) and HRS 92F (a) (2) to consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities.**

- a. It was not necessary for the Board to go into executive session at this meeting.

**XII. Adjournment**

- a. The meeting was adjourned at 10:10am.